

Directions for Using the Digital Signature Function in Nuance Power PDF Advance

- When you receive a PDF document that has a digital signature field you will notice the “null quill pen” icon in the upper left hand portion of the digital signature box.



- Click the “null quill pen” icon and follow the below directions when the dialog box opens up.
 1. Click **Add ID** in the **Digital ID** Settings dialog box.
 2. In the Add **Digital ID** dialog box, select the **Create a Self-Signed Digital ID** option and click **Next**.
 3. Select **New Digital ID File** and click **Next**.
 4. In the Create a Self-Signed **Digital ID** dialog box, type in at least your name and select a country as a User Attribute.
 5. Type in a password (at least 6 characters), confirm it, and then click **OK**.
 6. In the Save As dialog box, specify a location and a name for your **Digital ID** file and click **Save**.